

**CONTRACT #1**  
**RFS # 317.03-160**

**Department of Finance &  
Administration**

**Enterprise Resource  
Planning Division**

**VENDOR:**  
**MAXIMUS, Inc.**



RECEIVED

DEC 18 2006

FISCAL REVIEW

An amendment must be presented to the Fiscal Review Committee (FRC) if it meets any of the following conditions:

- A non-competitive amendment request is submitted to OCR;
- Increases the maximum liability;
- Adds new services or changes the scope of services; or
- Extends the term of the contract beyond the original term.

Use the following checklist to ensure copies of the proper documents have been submitted to FRC:

- ☒ ORIGINAL CONTRACT
  - If *new* non-competitive contract, actual language of the proposed contract (can be in draft form if necessary).
- ☒ SUMMARY SHEET FOR CONTRACT
- N/A ☐ REQUEST FOR CONTRACT (Competitive or Non-Competitive)
- N/A ☐ ALL PRIOR AMENDMENTS
- N/A ☐ SUMMARY SHEET FOR EACH PRIOR AMENDMENT
- ☒ REQUEST FOR NON-COMPETITIVE AMENDMENT
  - If *new* amendment, actual language of the proposed amendment (can be in draft form if necessary).
- ☒ SUMMARY LETTER
  - Detailing terms of contract or amendment and the basic justification for the non-competitive procurement.
  - If request is submitted less than 60 days before effective date, a detailed explanation for why the request is late.
- N/A ☐ ANY SUPPORTING DOCUMENTS
- N/A ☐ FULLY EXECUTED COPY OF FINAL DOCUMENT

#### FRC STAFF COMMITTEE CONTACT INFORMATION

Leni Chick  
8<sup>th</sup> Floor, Rachel Jackson Building  
(615) 253-2048 (direct)  
(615) 253-3018 (fax)  
[leni.chick@legislature.state.tn.us](mailto:leni.chick@legislature.state.tn.us)



**STATE OF TENNESSEE**  
**DEPARTMENT OF FINANCE AND ADMINISTRATION**  
ENTERPRISE RESOURCE PLANNING DIVISION  
162 THIRD AVENUE NORTH  
NASHVILLE, TENNESSEE 37243  
(615) 253-2725  
FAX (615) 253-2980

DAVE GOETZ  
COMMISSIONER

STEPHANIE RICHARDSON  
DIRECTOR

**MEMORANDUM**

TO: Leni S. Chick, Fiscal Analyst, Fiscal Review Committee

FROM: Mike Morrow, Deputy Commissioner, Finance and Administration  
Stephanie Richardson, Edison Project Director

DATE: December 15, 2006

SUBJECT: Justification for Contract Amendment #1 to ERP System Integrator  
Contract with MAXIMUS, Inc.

This memo is to describe Amendment #1, provide justification for the requested contract amendment effective date, and clarify the cost components of the Contract Maximum Liability for Contract # FA-07-16892-00 with MAXIMUS, Inc.

As outlined in the Request for Non-Competitive Amendment documentation, the amendment moves two deliverables to better reflect the project schedule. At the State's request based on the project's business needs, MAXIMUS completed the Communication Plan earlier in the payment schedule than was originally anticipated. This important deliverable has been effectively completed and approved by the State.

The requested amendment effective date will enable the State to move the due date of the Capacity Evaluation Plan to a later payment, but still compensate MAXIMUS for the completion of all required deliverables in Payment #2.

The contract Maximum Liability, including the costs for the underlying components that make up this amount, remains unchanged and totals to \$65,980,007. The dollar amounts reflected in the attached Amendment #1 add up to \$59,936,370 which is based on the payment tables reflecting contract liability for required deliverables. The difference between these two values is made up of change order and travel dollars (\$5,993,637.00 and \$50,000.00 respectively) as outlined in the contract.

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Please let us know if you need additional information. Thank you.

SF

## REQUEST: NON-COMPETITIVE AMENDMENT

APPROVED

Commissioner of Finance &amp; Administration

Date:

EACH REQUEST ITEM BELOW MUST BE DETAILED OR ADDRESSED AS REQUIRED.

1) RFS #	317.03-160-07	
2) State Agency Name :	Department of Finance and Administration	
EXISTING CONTRACT INFORMATION		
3) Service Caption :	Enterprise Resource Planning (ERP) integrations services.	
4) Contractor :	MAXIMUS, Inc.	
5) Contract #	FA-07-16892-00	
6) Contract Start Date :	July 24, 2006	
7) Current Contract End Date IF all Options to Extend the Contract are Exercised :	July 23, 2011	
8) Current Total Maximum Cost IF all Options to Extend the Contract are Exercised :	\$65,980,007.00	
PROPOSED AMENDMENT INFORMATION		
9) Proposed Amendment #	01	
10) Proposed Amendment Effective Date : (attached explanation required if date is < 60 days after F&A receipt)	January 19, 2007	
11) Proposed Contract End Date IF all Options to Extend the Contract are Exercised :	July 23, 2011	
12) Proposed Total Maximum Cost IF all Options to Extend the Contract are Exercised :	\$65,980,007.00	
13) Approval Criteria : (select one)	<input checked="checked" type="checkbox"/> use of Non-Competitive Negotiation is in the best interest of the state <input type="checkbox"/> only one uniquely qualified service provider able to provide the service	
14) Description of the Proposed Amendment Effects & Any Additional Service :		
Amendment changes deliverable and associated payment schedule by moving Communication Plan to earlier date and Capacity Evaluation Plan to a later date to better align with the project work plan. Moves 1% of payment to later date to correspond with Capacity Evaluation Plan. The Capacity Evaluation Plan cannot be realistically completed as early in the project as the original contract deliverable/payment schedule mandated.		
15) Explanation of Need for the Proposed Amendment :		

The Capacity Evaluation Plan cannot be completed during the early phases of the project but the Communication Plan was requested and completed earlier than planned. To effectively manage internal and external project communications, there was a business justification to completing (and paying the vendor for) the communication plan. The associated payment percentages reflect moving the Communication Plan to Payment #2 and the Capacity Evaluation Plan to Payment #11.

**16) Name & Address of Contractor's Current Principal Owner(s) :**

(not required if proposed contractor is a state education institution)

Richard A. Montoni, CEO, 11419 Sunset Hills Road, Reston, Virginia 20190

**17) Documentation of Office for Information Resources Endorsement :**

(required only if the subject service involves information technology)

select one:

☐

Documentation Not Applicable to this Request

☒

Documentation Attached to this Request

**18) Documentation of Department of Personnel Endorsement :**

(required only if the subject service involves training for state employees)

select one:

☒

Documentation Not Applicable to this Request

☐

Documentation Attached to this Request

**19) Documentation of State Architect Endorsement :**

(required only if the subject service involves construction or real property related services)

select one:

☒

Documentation Not Applicable to this Request

☐

Documentation Attached to this Request

**20) Description of Procuring Agency Efforts to Identify Reasonable, Competitive, Procurement Alternatives :**

Not applicable given existing contract with MAXIMUS for these services.

**21) Justification for the Proposed Non-Competitive Amendment :**

Project management identified a strong business need to require the Communications Plan be delivered and implemented earlier in the project to better fit the actual project timeline; conversely, the Capacity Evaluation Plan cannot realistically be delivered until later in the project, therefore these two deliverables were moved to different payment numbers. We believe that payment percentages associated with these deliverables should be adjusted accordingly.

**REQUESTING AGENCY HEAD SIGNATURE & DATE :**

(must be signed & dated by the ACTUAL procuring agency head as detailed on the Signature Certification on file with OCR— signature by an authorized signatory will be accepted only in documented exigent circumstances)

Agency Head Signature

Date



# FAX TRANSMITTAL

to Request OIR Procurement Endorsement

**TO :** Jane Chittenden, Director  
OIR Procurement & Contract Management **FAX # 741-6164**

**FROM :** Stephanie Richardson, Edison Project  
Director **FAX # 253-2980**

**DATE :** December 12, 2006

**RFS #** 317.03-160-07

**RE :** Procurement Endorsement — Amendment #1 to Maximus Integrator  
Contract

**NUMBER OF FAX PAGES (including cover) : 1**

The nature and scope of service detailed in the attached service procurement document(s) appears to require Office for Information Resources (OIR) review and support, because the procurement involves information technology or information systems services.

This communication seeks to ensure that OIR is aware of the procurement and has an opportunity to review the matter. Please determine whether OIR is supportive of the procurement. If you have any questions or concerns about this matter, please call **Stephanie Richardson** at 253-2725.

**Please indicate below your response to this proposed procurement, and return this communication at your earliest convenience (note the return FAX number above).**

Thank you for your help.

Attachment(s)

**OIR Endorsement :**

*Bill Gzell (gc)*

OIR Chief Information Officer

*12/14/06*

Date

# C O N T R A C T   S U M M A R Y   S H E E T

060706

<b>RFS#</b>		<b>Contract #</b>	
317 . 03 — 160 — 07		FA — 07 — 16892 —	
<b>State Agency</b>		<b>State Agency Division</b>	
Finance and Administration		Office for Information Resources	
<b>Contractor Name</b>		<b>Contractor ID# (FEIN or SSN)</b>	
MAXIMUS, Inc.		<input type="checkbox"/> C- or <input checked="" type="checkbox"/> V- 54-1000588	
<b>Service Description</b>			
Enterprise Resource Planning (ERP) integration services. Amendment moves deliverables; no change to Total Contract Amount.			
<b>Contract Begin Date</b>	<b>Contract End Date</b>	<b>SUBRECIPIENT or VENDOR?</b>	<b>CFDA #</b>
July 24, 2006	July 23, 2011	VENDOR	

<b>Mark Each TRUE Statement</b>					
<input checked="" type="checkbox"/> Contractor is on STARS			<input checked="" type="checkbox"/> Contractor's Form W-9 is on file in Accounts		
<b>Allotment Code</b>	<b>Cost Center</b>	<b>Object Code</b>	<b>Fund</b>	<b>Funding Grant Code</b>	<b>Funding Subgrant Code</b>
317.30	MAXIT	083	15		
<b>FY</b>	<b>State</b>	<b>Federal</b>	<b>Interdepartmental</b>	<b>Other</b>	<b>TOTAL Contract Amount</b>
2007	\$41,990,444.00				\$41,990,444.00
2008	\$17,599,363.00				\$17,599,363.00
2009	\$6,000,000.00				\$6,000,000.00
2010	\$390,000.00				\$390,000.00
2011	\$100.00				\$100.00
2012	\$100.00				\$100.00
<b>TOTAL</b>	<b>\$65,980,007.00</b>				<b>\$65,980,007.00</b>

<b>COMPLETE FOR AMENDMENTS ONLY</b>			<b>State Agency Fiscal Contact &amp; Telephone #</b>
<b>FY</b>	<b>Base Contract &amp; Prior Amendments</b>	<b>THIS Amendment ONLY</b>	Maureen Abbey 741-6070
2007	\$42,589,807.00	(\$599,363.00)	<b>State Agency Budget Officer Approval</b>
2008	\$17,000,000.00	\$599,363.00	
2009	\$6,000,000.00		
2010	\$390,000.00		
2011	\$100.00		
2012	\$100.00		<b>Funding Certification</b> (certification required by T.C.A. §9-4-6113 that there is a balance in the appropriation from which the obligated expenditure is required to be paid that is not otherwise encumbered to pay obligations previously incurred)
<b>TOTAL</b>	<b>\$65,980,007.00</b>	<b>\$0.00</b>	
<b>End Date</b>	7/23/2011	7/23/2011	

<b>Contractor Ownership</b> (complete only for base contracts with contract # prefix FA or GR)				
<input type="checkbox"/> African American	<input type="checkbox"/> Person w/ Disability	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Small Business	<input checked="" type="checkbox"/> NOT minority/disadvantaged
<input type="checkbox"/> Asian	<input type="checkbox"/> Female	<input type="checkbox"/> Native American	<input type="checkbox"/> OTHER minority/disadvantaged—	

<b>Contractor Selection Method</b> (complete for ALL base contracts — N/A to amendments or delegated authorities)		
<input type="checkbox"/> RFP	<input type="checkbox"/> Competitive Negotiation	<input type="checkbox"/> Alternative Competitive Method
<input type="checkbox"/> Non-Competitive Negotiation	<input type="checkbox"/> Negotiation w/ Government (e.g., ID, GG, GU)	<input type="checkbox"/> Other

<b>Procurement Process Summary</b> (complete for selection by Alternative Method, Competitive Negotiation, Non-Competitive Negotiation, OR Other)

**AMENDMENT ONE  
TO FA-07-16892-00**

This CONTRACT, by and between the State of Tennessee, Department of Finance and Administration, hereinafter referred to as the State, and MAXIMUS, Inc., hereinafter referred to as the CONTRACTOR, is hereby amended as follows:

1. Delete Section C.3.a. in its entirety and insert the following in its place:

C.3.a. Deliverable Payment Schedule - HR/Payroll Implementation.

<b>DELIVERABLE PAYMENT SCHEDULE - HUMAN RESOURCES AND PAYROLL</b>				
Total HR Payroll Cost from Total Cost Schedule		\$22,380,838		
- less Total HR Application Software License from Total Cost Schedule			\$ 689,256	
- less Project Team Training Costs Paid Directly to Software Vendor			\$ 313,200	
- less Payroll Software Ongoing Licensure from Total Cost Schedule			\$ 762,042	
- equals Total HR Payroll Implementation Services				<b>\$20,616,340</b>

<b>Payment Number</b>	<b>Implementation Deliverable Description (Contract Section # where Deliverable is Described)</b>	<b>Estimated Payment Month</b>	<b>Payment Percentage</b>	<b>Payment Amount</b>
1	Completed: Master Project Workplan (A.21.a.3), Change Management Plan (A.21.a.5), Project Standards and Procedures (A.21.a.6)	Jul-06	3.0%	\$ 618,490
2	Completed: Capacity Analysis (A.21.a.8), Issue Resolution Plan (A.21.a.10), Knowledge Transfer Plan (A.21.a.11) and Communication Plan (A.21.a.4)	Aug-06	4.0%	\$ 824,654
3	Completed: Training Plan (A.21.a.12), Backup and Recovery Plan (A.21.a.14), Architecture Design Plan (A.21.a.7)	Aug-06	4.0%	\$ 824,654
4	Completed: Software Installed (A.22.a.1), System Design Document (A.22.a.5), Fit/Gap Analysis (A.22.a.4), Interface Approach Plan (A.22.a.6), Data Conversion Plan (A.22.a.7), Inventory of Enhancements (A.22.a.8), Inventory of Reports (A.22.a.9), Inventory of Workflows (A.22.a.10), Training Analysis and Design Prototype (A.22.a.11)	Oct-06	10.0%	\$ 2,061,634
5	Completed: Change Management Deliverables (leadership alignment, stakeholder management, business readiness) (A.22.a.12.1), Security Plan (A.22.a.13)	Nov-06	2.0%	\$ 412,327
6	Completed: Change Management Deliverables (Stakeholder Actions Plans, Business Readiness Deliverables) (A.22.a.12.2, A.22.a.12.3)	Dec-06	6.0%	\$ 1,236,980
7	Completed: Designed and Developed Software (Reports, Conversions, Enhancements, Workflows) (A.23.a.1)	Dec-06	7.0%	\$ 1,443,144
8	Completed: Unit Tested Transactions (A.24.a.2), Detailed Test Plan (A.24.a.1)	Jan-07	6.0%	\$ 1,236,980
9	Completed: End User Training Materials (A.24.a.6.1), Train the Trainer Workshop Design (A.24.a.6.2)	Mar-07	6.0%	\$ 1,236,980
10	Completed: Agency Implementation Guide (A.24.a.9)	Mar-07	2.0%	\$ 412,327
11	Completed: Integration Testing and Capacity Evaluation Plan (A.24.a.3 and A.21.a.9)	Apr-07	3.0%	\$ 618,490
12	Completed: Acceptance Testing (A.24.a.4)	May-07	5.0%	\$ 1,030,817



13	Completed: Production Cutover Plan (A.25.a.2)	Jun-07	5.0%	\$ 1,030,817
14	Completed: Payroll Parallel Testing (A.24.a.5)	Aug-07	15.0%	\$ 3,092,451
15	Completed: Production System Test (A.25.a.1)	Oct-07	5.0%	\$ 1,030,817
16	Production System Live (A.25.a.9)	Jan-08	6.0%	\$ 1,236,980
17	Accepted Production System (Retainage), Completed System Acceptance Checklist (A.26.a.4)	Apr-08	10.0%	\$ 2,061,634
18	Completed: Year End Support Acceptance Checklist (A.26.a.7)	Jan-09	1.0%	\$ 206,163
<b>Total Implementation Cost</b>			<b>100%</b>	<b>\$ 20,616,340</b>

2. Delete Section C.3.b. in its entirety and insert the following in its place:

**C.3.b. Deliverable Payment Schedule - Financials/Procurement/Logistics Implementation.**

<b>DELIVERABLE PAYMENT SCHEDULE - FINANCIALS, PROCUREMENT AND LOGISTICS</b>				
Total Fin., Procurement and Logistics Cost from Total Cost Schedule		\$52,553,005		
- less Total Fin/Proc/Log Application Software License from Total Cost Schedule		\$ 6,183,716		
- less Project Team Training Costs Paid Directly to Software Vendor		\$ 379,350		
- less Fin/Proc/Log Ongoing Software Licensure from Total Cost Schedule		\$ 6,669,909		
- equals Total Fin., Procurement and Logistics Implementation Services		<b>\$39,320,030</b>		
<b>Payment Number</b>	<b>Implementation Deliverable Description (Contract Section # where Deliverable is Described)</b>	<b>Estimated Payment Month</b>	<b>Payment Percentage</b>	<b>Payment Amount</b>
1	Completed: Master Project Workplan (A.21.a.3), Change Management Plan (A.21.a.5), Project Standards and Procedures (A.21.a.6)	Jul-06	4.0%	\$ 1,572,801
2	Completed: Capacity Analysis (A.21.a.8), Issue Resolution Plan (A.21.a.10), Knowledge Transfer Plan (A.21.a.11) and Communication Plan (A.21.a.4)	Jul-06	5.0%	\$ 1,966,002
3	Completed: Training Plan (A.21.a.12), Backup and Recovery Plan (A.21.a.14), Architecture Design Plan (A.21.a.7)	Aug-06	5.0%	\$ 1,966,002
4	Completed: System Design Document (A.27.a.5), Fit/Gap Analysis (A.27.a.4), Interface Approach Plan (A.27.a.6), Data Conversion Plan (A.27.a.7), Inventory of Enhancements (A.27.a.8), Inventory of Reports (A.27.a.9), Inventory of Workflows (A.27.a.10), Training Analysis and Design Prototype (A.27.a.11)	Nov-06	18.0%	\$ 7,077,605
5	Completed: Change Management Deliverables (leadership alignment, stakeholder management, business readiness) (A.27.a.12.1), Security Plan (A.27.a.13)	Dec-06	2.0%	\$ 786,401
6	Completed: Change Management Deliverables (Stakeholder Actions Plans, Business Readiness Deliverables) (A.22.a.12.2, A.22.a.12.3)	Jan-07	4.0%	\$ 1,572,801
7	Completed: Designed and Developed Software (Reports, Conversions, Enhancements, Workflows) (A.28.a.1)	Mar-07	7.0%	\$ 2,752,402

8	Completed: Unit Tested Transactions (A.29.a.2), Detailed Test Plan (A.29.a.1)	Apr-07	8.0%	\$ 3,145,602
9	Completed: End User Training Materials (A.29.a.5.1), Train the Trainer Workshop Design (A.29.a.5.2)	May-07	5.0%	\$ 1,966,002
10	Completed: Agency Implementation Guide (A.29.a.8)	Jul-07	2.0%	\$ 786,401
11	Completed: Integration Testing and Capacity Evaluation Plan (A.24.a.3 and A.21.a.9)	Oct-07	9.0%	\$ 3,538,808
12	Completed: Acceptance Testing (A.29.a.4)	Jan-08	5.0%	\$ 1,966,002
13	Completed: Production Cutover Plan (A.30.a.2)	Mar-08	5.0%	\$ 1,966,002
14	Completed Production System Test (A.30.a.1)	Apr-08	5.0%	\$ 1,966,002
15	Production System Live (A.30.a.8)	Jul-08	5.0%	\$ 1,966,002
16	Accepted Production System for First Deployment Wave (Retainage #1), Completed System Acceptance Checklist (A.31.a.4)	Sep-08	4.0%	\$ 1,572,801
17	Accepted Production System for Second Deployment Wave (Retainage #2), Completed System Acceptance Checklist	Dec-08	3.0%	\$ 1,179,601
18	Accepted Production System for Third Deployment Wave (Retainage #3), Completed System Acceptance Checklist	Mar-09	3.0%	\$ 1,179,601
19	Completed: Year End Support Acceptance Checklist (A.31.a.6)	Jul-09	1.0%	\$ 393,200
<b>Total Implementation Cost</b>			<b>100%</b>	<b>\$ 39,320,030</b>

The other terms and conditions of this CONTRACT not amended hereby shall remain in full force and effect.

IN WITNESS WHEREOF:

MAXIMUS, INC.:

Richard A. Montoni, CEO

DATE

PRINTED NAME AND TITLE OF CONTRACTOR SIGNATORY

DEPARTMENT OF FINANCE AND ADMINISTRATION:

M. D. Goetz, Jr., Commissioner

DATE

APPROVED:

DEPARTMENT OF FINANCE AND ADMINISTRATION:

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M. D. Goetz, Jr., Commissioner

DATE

---

John G. Morgan, Comptroller Of The Treasury

DATE

# CONTRACT SUMMARY SHEET

060706

<b>RFS #</b>	<b>Contract #</b>
317.03 — 134 — 07	FA -07-16892-06
<b>State Agency</b>	<b>State Agency Division</b>
Finance and Administration	Office for Information Resources
<b>Contractor Name</b>	<b>Contractor ID # (FEIN or SSN)</b>
MAXIMUS, Inc.	<input type="checkbox"/> C- or <input checked="" type="checkbox"/> V- 54-1000588

**Service Description**

Enterprise Resource Planning (ERP) integration services.

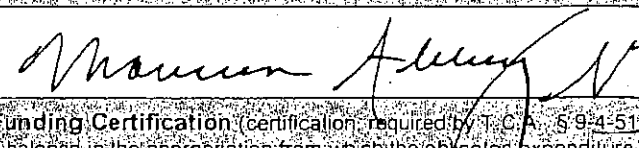
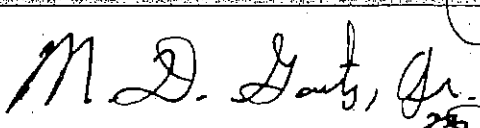
<b>Contract Begin Date</b>	<b>Contract End Date</b>	<b>SUBRECIPIENT or VENDOR?</b>	<b>CFDA #</b>
July 24, 2006	July 23, 2011	VENDOR	

**Mark Each TRUE Statement**

☐ Contractor is on STARS ☐ Contractor's Form W-9 is on file in Accounts

<b>Allotment Code</b>	<b>Cost Center</b>	<b>Object Code</b>	<b>Fund</b>	<b>Funding Grant Code</b>	<b>Funding Subgrant Code</b>
317.30	MAXIT	083	15		

FY	State	Federal	Interdepartmental	Other	TOTAL Contract Amount
2007	\$42,589,807.00				\$42,589,807.00
2008	\$17,000,000.00				\$17,000,000.00
2009	\$6,000,000.00				\$6,000,000.00
2010	\$390,000.00				\$390,000.00
2011	\$100.00				\$100.00
2012	\$100.00				\$100.00
<b>TOTAL</b>	<b>\$65,980,007.00</b>				<b>\$65,980,007.00</b>

<b>COMPLETE FOR AMENDMENTS ONLY</b>			<b>State Agency Fiscal Contact &amp; Telephone #</b>
<b>FY</b>	<b>Base Contract &amp; Prior Amendments</b>	<b>THIS Amendment ONLY</b>	Maureen Abbey 741-6070
			<b>State Agency Budget Officer Approval</b>
			
			<b>Funding Certification</b> (certification required by T.C.A. § 9-4-5113, that there is a balance in the appropriation from which the obligated expenditure is required to be paid that is not otherwise encumbered to pay obligations previously incurred)
			
<b>TOTAL</b>			
<b>End Date</b>			

**Contractor Ownership** (complete only for base contracts with contract # prefix FA or GR)

<input type="checkbox"/> African American	<input type="checkbox"/> Person w/ Disability	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Small Business	<input checked="" type="checkbox"/> NOT minority/disadvantaged
<input type="checkbox"/> Asian	<input type="checkbox"/> Female	<input type="checkbox"/> Native American	<input type="checkbox"/> OTHER minority/disadvantaged—	

**Contractor Selection Method** (complete for ALL base contracts—N/A to amendments or delegated authorities)

<input checked="" type="checkbox"/> RFP	<input type="checkbox"/> Competitive Negotiation	<input checked="" type="checkbox"/> Alternative Competitive Method
<input type="checkbox"/> Non-Competitive Negotiation	<input type="checkbox"/> Negotiation w/ Government (e.g., ID, GG, GU)	<input type="checkbox"/> Other

**Procurement Process Summary** (complete for selection by Alternative Method, Competitive Negotiation, Non-Competitive Negotiation, OR Other)

The means of procurement was RFP 317.03-134. During the course of the RFP process the decision was made to pursue a Best and Final Offer (BAFO) process. In summary, this BAFO process entailed receiving Initial Technical Proposals, evaluating these and combining the resultant scores with scores from the Software Demonstrations. The State then prepared a BAFO Request document for each Proposer, which specified areas in which the State needed further clarification or response from the Proposer. The Proposer then responded to the BAFO Request with a BAFO Technical and Cost Proposal. These were evaluated and the apparently successful Proposer was named. This process is described in greater detail in RFP Attachment 6.20, d in the Alternative Procurement Method Request that appears in the accompanying documentation.

**RECEIVED**

# CONTRACT SUMMARY SHEET

060706

<b>RFS #</b>	<b>Contract #</b>
317.03 — 134 — 07	FA-07-16842-06
<b>State Agency</b>	<b>State Agency Division</b>
Finance and Administration	Office for Information Resources
<b>Contractor Name</b>	<b>Contractor ID # (FEIN or SSN)</b>
MAXIMUS, Inc.	<input type="checkbox"/> C- or <input checked="" type="checkbox"/> V- 54-1000588

**Service Description**  
Enterprise Resource Planning (ERP) integration services.

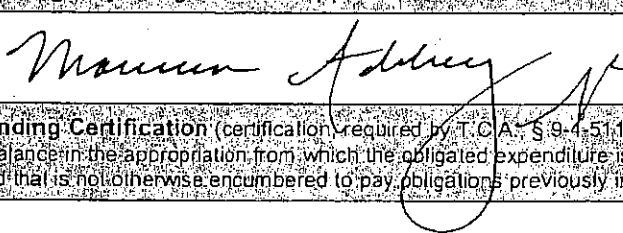
<b>Contract Begin Date</b>	<b>Contract End Date</b>	<b>SUBRECIPIENT or VENDOR?</b>	<b>CFDA #</b>
July 24, 2006	July 23, 2011	VENDOR	

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<b>Allotment Code</b>	<b>Cost Center</b>	<b>Object Code</b>	<b>Fund</b>	<b>Funding Grant Code</b>	<b>Funding Subgrant Code</b>
317.30	MAXIT	083	15		

FY	State	Federal	Interdepartmental	Other	TOTAL Contract Amount
2007	\$42,589,807.00				\$42,589,807.00
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2009	\$6,000,000.00				\$6,000,000.00
2010	\$390,000.00				\$390,000.00
2011	\$100.00				\$100.00
2012	\$100.00				\$100.00
<b>TOTAL</b>	<b>\$65,980,007.00</b>				<b>\$65,980,007.00</b>

COMPLETE FOR AMENDMENTS ONLY			State Agency Fiscal Contact & Telephone #
FY	Base Contract & Prior Amendments	THIS Amendment ONLY	Maureen Abbey 741-6070
			State Agency Budget Officer Approval
			
			Funding Certification (certification required by T.C.A. § 9-4-5113 that there is a balance in the appropriation from which the obligated expenditure is required to be paid that is not otherwise encumbered to pay obligations previously incurred)
<b>TOTAL</b>			
<b>End Date</b>			

**Contractor Ownership** (complete only for base contracts with contract # prefix FA or GR)

<input type="checkbox"/> African American	<input type="checkbox"/> Person w/ Disability	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Small Business	<input checked="" type="checkbox"/> NOT minority/disadvantaged
<input type="checkbox"/> Asian	<input type="checkbox"/> Female	<input type="checkbox"/> Native American	<input type="checkbox"/> OTHER minority/disadvantaged—	

**Contractor Selection Method** (complete for ALL base contracts — N/A to amendments or delegated authorities)

<input checked="" type="checkbox"/> RFP	<input type="checkbox"/> Competitive Negotiation	<input checked="" type="checkbox"/> Alternative Competitive Method
<input type="checkbox"/> Non-Competitive Negotiation	<input type="checkbox"/> Negotiation w/ Government (e.g., ID, GG, GU)	<input type="checkbox"/> Other

**Procurement Process Summary** (complete for selection by Alternative Method, Competitive Negotiation, Non-Competitive Negotiation, OR Other)

The means of procurement was RFP 317.03-134. During the course of the RFP process the decision was made to pursue a Best and Final Offer (BAFO) process. In summary, this BAFO process entailed receiving Initial Technical Proposals, evaluating these and combining the resultant scores with scores from the Software Demonstrations. The State then prepared a BAFO Request document for each Proposer, which specified areas in which the State needed further clarification or response from the Proposer. The Proposer then responded to the BAFO Request with a BAFO Technical and Cost Proposal. These were evaluated and the apparently successful Proposer was named. This process is described in greater detail in RFP Attachment 6.20, and in the Alternative Procurement Method Request that appears in the accompanying documentation.